

**SPECIAL MEETING OF THE
BOARD OF LIBRARY TRUSTEES
MONDAY, FEBRUARY 26, 2018
MINUTES**

In attendance:

Reimagining Our Libraries Working Group members: Heather Calvin, Megan Coffey, Maura Deedy, Adam Delmolino, Linda Dyndiuk, Mary Hearth, Anna Litten, Richard McElroy, Michele Meagher, Mark Miano, Andrea Nicolay, Pam Watts-Flavin, Scott Weaver.

Library Board of Trustees: Heather Calvin, Adam Delmolino, Kathy Fennelly, Jonathan Gates, Amy Hampe, Joyce Radochia, and Lois Rho.

Karin Barrett, Arlington Libraries Foundation Chair

Hilary Rappaport, Chair, Friends of Fox Library

Sally Naish, Chair, Friends of the Robbins Library

Phillip Chen and Stacy Woodworth, Ann Beha Architects

A moment of silence was held for the victim of the stabbing at Winchester Public Library.

Chair Adam Delmolino called the meeting to order at 7:41 p.m.

Introduction – Andrea Nicolay

Ms. Nicolay gave a brief history of the Reimagining Our Libraries project leading up to the decision to hire Ann Beha Architects in January 2017.

Current floor plans – Ann Beha Architects

Philip Chen showed images of both libraries, from the past and from present day. Mr. Chen then reviewed the overall project timeline and order. The project began with information gathering: public meetings, public survey, interviews with library departments, and an analysis of existing building conditions with structural consultants. Space needs and program goals were developed through analysis of public feedback, discussions with library staff, and meetings with the Working Group. Mr Chen displayed the program goals and went into some detail relative to each goal.

New renderings – Ann Beha Architects

Mr. Chen explained the design concepts that emerged. Three idea schemes were developed for each library, and presented to the Working Group in the fall of 2017. In November the Working Group determined that “The Future” scheme would best serve the program goals for the Robbins Library and that the “New Build” scheme would best serve the program goals for the Fox Branch. The Future scheme for Robbins features a two-story addition on the garden side of the library and a full interior renovation. The new building scheme for Fox Library features a Mass Ave. entrance, new public meeting spaces on the lower level, and the structural strength/potential for future additional stories if desired. Mr. Chen showed layouts and renderings relative to each of the chosen schemes, and addressed questions from attendees.

Updated estimate and phasing strategies – Ann Beha Architects

Mr. Chen reviewed cost components of each of the plans: hard costs, soft costs, fit out, and operations. Also outlined were suggestions for project phasing and sequencing, with the understanding that the Fox Library project would be a single phase. Suggested phasing and sequencing for the Robbins Library project were requested by the Working Group to help Trustees and administration begin to think through the project and the potential impact to the libraries and community during the process, and is not a required order:

1. Periodical storage and Technical Services
2. 2nd and 4th floor offices
3. Circulation and Historic Reading Room
4. 2 and 3rd floor bathrooms and study rooms
5. Teen area and adult fiction
6. New electrical service and chiller
7. Addition, Community Room and Children's Area

Mr. Chen addressed questions relative to the suggested sequence of projects, and there were general comments about the pros and cons.

Next Steps – Andrea Nicolay

Ms. Nicolay stated that she and the two Trustees involved with the Working Group, Ms. Calvin and Mr. Delmolino, will be meeting with Town Manager Adam Chapdelaine to share the schematic plans, estimates, and phasing strategies as presented by ABA. Ms. Nicolay stated that they would also discuss the timing for public meetings, when designs will be shared with the community. Ms. Nicolay went on to detail other steps that will be taken over the next year, including investigating all potential funding sources. Ms. Nicolay will keep all stakeholder groups informed as the project continues to evolve.

Library Trustee Ms. Hampe moved to adjourn the meeting at 9:15 p.m. The Board approved unanimously.